

ADMINISTRATIVE—INTERNAL USE ONLY

Approved For Release 2002/07/29 : CIA-RDP80B01676R000500120001-5

Executive Registry  
67-3806

9 AUG 1967

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : You and the Central Intelligence Agency

1. I showed the subject publication to the Director on 8 August. He particularly noted the paragraph on page 13 referring to hours of work and holidays and commented that, the next time this publication is revised, he would like to include something along the following lines: While our employees normally work a forty-hour week and we do observe national holidays, CIA is engaged in activities essential to the security of the United States; therefore, to meet certain situations, it may be necessary from time to time for selected employees to work overtime and on Saturdays, Sundays, and holidays.
2. It is also noted that the items on pages 9 and 10 appear to be reversed as listed in the index.

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J. S. Earman  
Acting Executive Director

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